

## **Reduced services available at the U.S. Consular Agency in Geneva from October 1, 2010 until further notice**

Due to the departure of the U.S. Consular Agent, and pending the arrival of his successor, the Consular Agency in Geneva will be open for reduced services only; i.e., no notary and passport services requiring personal appearance will be available from October 1, 2010 until further notice. Please check this site for updates of this message.

We anticipate that the gap between Consular Agents will be of short duration, and we regret any inconvenience in the meantime.

What does "Reduced Services" mean? In the absence of a U.S. consular agent, the agency has no American officer authorized to notarize signatures or accept payments. The various services normally available at the agency have been affected as follows:

What services will be available in Geneva until the arrival of the new consular agent?

- Offering information on numerous topics concerning American citizens residing abroad, including IRS tax forms and absentee voting materials
- Providing application forms and instructions for passports and birth registration
- Accepting applications for adult passport renewals, and non-cash payment for required fees, for transmission to Bern when the applicant does not wish to forward these by post directly to Bern

What services will **not** be available in Geneva in the interim?

- Passport applications that require personal appearance of applicant and/or parents (for example, applications for children's passports and for replacements for lost or stolen passports)
- Consular Reports of Birth Abroad
- Notary services

Emergency passport issuance continues to be available only at the U.S. Embassy in Bern.

If you need consular services that require personal appearance during this period, please come to the Embassy in Bern. The address of the Embassy is Sulgeneckstrasse 19, 3007 Bern. Hours are **9 a.m. to 11.30 a.m.**, Monday – Friday (except on Swiss and American Holidays). No appointment is necessary. See our website <http://bern.usembassy.gov/service.html> for more details.